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**From:** Gallahan, James [/O=EXCHANGELABS/OU=EXCHANGE ADMINISTRATIVE GROUP (FYDIBOHF23SPDLT)/CN=RECIPIENTS/CN=40C5B848CAEC4C5D882F49E990BE2DDC-GALLAHAN, JAMES]  
**Sent:** 1/27/2016 7:27:21 PM  
**To:** Rangel, Jorge [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=e85450a7c8464b9e83733fbb1a77c50b-Rangel, Jorge]; Hubbard, Carolyn [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=2a93ce3245494318b109e87f7d826284-Hubbard, Carolyn]; Li, Sylvana [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=aab1add40ef14327b9b310d766f886a0-Li, Sylvana]; LaVay, Maggie [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=01a7aac51cb242b993701fed4a84fd0-LaVay, Maggie]; Rieth, Susan [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=00aac63cc995489188b8a449aaa18f5e-Rieth, Susan]; Cogliano, Vincent [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=51f2736376ac4d32bad2fe7cfef2886b-Cogliano, Vincent]; Palmer, Patricia [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=df4673ce512f4756bdf0eeb31e659df3-Palmer, Patricia]; Miller, BettyJo [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=b958093001f546719af6b833ca9d222c-Miller, Betty]; Battaglia, Amy [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=c8e6e51547ac423899ae8f0eb1c5c59b-Battaglia, Amy]; Frithsen, Jeff [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=e3743bd6f3c345baaae407c1d6f78e92-FRITHSEN, JEFF]  
**CC:** Steenbock, John [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=2a04bcfaca5747b5b8609c8a1ba7d72c-Steenbock,]; Mayes, Desmond [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=8935afbddd242168a2023218214f1fd-Mayes, Desmond]; Vaughan, Pat [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=4367c062eeec401584761a7ca93692ea-Vaughan, Patricia]; Moore, Kathy H [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=c4eb3900d8154806afd7b3af77818254-Moore, Kathy H]  
**Subject:** FW: Proposed Mandatory Telework Training Schedule for Supervisors/Managers

Hi,

The tally is in and February 18, 2016 from 8:30 am – 12:30 pm in EPA East B316 is the date and time that got the most votes. I have contacted OARM and they will register you for this class. No need to do anything else except attend. Since we were not able to fill up the class with just ORD people (the class will have between 20-30 attendees), there will most likely be attendees from other AA-ships, but we will probably have the most representation of AA-ships at the class.

Please let me know if you cannot attend.

Please note that I will be sending out another email shortly to ORD supervisors located in the DC area letting them know of additional classes being offered.

Thanks,

Jim



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**From:** Gallahan, James

**Sent:** Tuesday, January 19, 2016 2:56 PM

**To:** Saint, Chris <Saint.Chris@epa.gov>; Bussard, David <Bussard.David@epa.gov>; Hagerthey, Scot <Hagerthey.Scot@epa.gov>; Morozov, Viktor <Morozov.Viktor@epa.gov>; Cogliano, Vincent <cogliano.vincent@epa.gov>; Gina Perovich <Perovich.Gina@epa.gov>; Subramaniam, Ravi <Subramaniam.Ravi@epa.gov>; Rieth, Susan <Rieth.Susan@epa.gov>; Johnson, Jim <Johnson.Jim@epa.gov>; Radzikowski, Mary Ellen <Radzikowski.Maryellen@epa.gov>; Bloomer, Bryan <Bloomer.Bryan@epa.gov>; Bahadori, Tina <Bahadori.Tina@epa.gov>; Blackburn, Elizabeth <Blackburn.Elizabeth@epa.gov>; Burke, Thomas <Burke.Thomas@epa.gov>; Hecht, Alan <Hecht.Alan@epa.gov>; Kadeli, Lek <Kadeli.Lek@epa.gov>; Kavlock, Robert <Kavlock.Robert@epa.gov>; Routt, Christiane <Routt.Christiane@epa.gov>; vanDrunick, Suzanne <vanDrunick.Suzanne@epa.gov>; Miller, BettyJo <Miller.Bettyjo@epa.gov>; Palmer, Patricia <Palmer.Patricia@epa.gov>; Rangel, Jorge <Rangel.Jorge@epa.gov>; Greene, Mary <greene.mary@epa.gov>; Sinks, Tom <Sinks.Tom@epa.gov>; Dannel, Mimi <Dannel.Mimi@epa.gov>; Hauchman, Fred <hauchman.fred@epa.gov>; LaVay, Maggie <LaVay.Maggie@epa.gov>; Washburn, Edward <Washburn.Edward@epa.gov>; Fegley, Robert <Fegley.Robert@epa.gov>; Battaglia, Amy <Battaglia.Amy@epa.gov>; Nolte, Kami <nolte.kami@epa.gov>; Gonzalez, Daniel <Gonzalez.Daniel@epa.gov>; Hubbard, Carolyn <Hubbard.Carolyn@epa.gov>; Frithsen, Jeff <Frithsen.Jeff@epa.gov>; Gentry, James <Gentry.James@epa.gov>; Li, Sylvana <li.sylvana@epa.gov>; Ross, Mary <Ross.Mary@epa.gov>

**Cc:** Steenbock, John <Steenbock.John@epa.gov>; Mayes, Desmond <Mayes.Desmond@epa.gov>; Vaughan, Patricia <vaughan.pat@epa.gov>; Moore, Kathy H <moore.kathyh@epa.gov>

**Subject:** Proposed Mandatory Telework Training Schedule for Supervisors/Managers

Hi,

The Agency is coming out with a training schedule for mandatory telework training for supervisors/managers. We thought it might be helpful if we could ask OARM to set aside one training session for just ORD supervisors/managers in the DC/PY area.

Please let me know by **COB this Friday, 01/22/16** if you are interested in having a session for only ORD supervisors/managers, and which of the following dates and times works best for you:

- February 17, 2016 from 1:00 pm – 5:00 pm in EPA East B316; or
- February 18, 2016 from 8:30 am – 12:30 pm in EPA East B316).

Thanks,

Jim



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